

Amendments to the Specification:

Please replace the paragraph beginning at page 3, line 12 with the following amended paragraph:

-- Known e-mail programs permit a sender to transmit a message to multiple parties with only a single action, if the electronic addresses of all intended recipients have previously been entered. Further, most conventional e-mail programs include the option to designate several categories of recipients. For example, in the program Microsoft Outlook®, an e-mail program, the user may designate a recipient as a "To" recipient, indicating that that recipient is an intended primary recipient of the e-mail transmission, or as a "cc" recipient, indicating that that recipient is not a primary recipient, but is to receive a copy of the e-mail transmission simply to keep them advised of the communication and its substance. Both "To" and "cc" recipients receive in their copy of the e-mail transmission an indication of the other "To" and "cc" recipients that have received that e-mail transmission as well. --

Please replace the paragraph beginning at page 3, line 31 with the following amended paragraph:

-- Microsoft Outlook® (and other e-mail programs) also provide a third category of recipient, "bcc" (blind carbon copy) indicating that the recipient is to receive a copy of the e mail transmission, but that other designated recipients will not be notified that the "bcc" recipient received the e mail transmission. --

Please replace the paragraph beginning at page 10, line 5 with the following amended paragraph:

-- In accordance with still another aspect of the present invention, there is provided a program-controlled apparatus operable to communicate via e-mail with one or more recipient computers. The apparatus is operable to allow a user of the apparatus to: input a message; append a an attachment to the message; designate at least one recipient of the plurality of recipients to receive the message and the attachment; and designate at least one recipient of the plurality of recipients to receive the message without the attachment. --